



SITUS ADDRESS APPLICATION

PLANNING & BUILDING DEPARTMENT • COUNTY OF SAN LUIS OBISPO
976 OSOS STREET • ROOM 300 • SAN LUIS OBISPO • CA 93408 • (805) 781-5600 • TTY/TDD RELAY-711

ADDRESS APPLICATION FEE:

- ☐ \$109.00 – For addressable structures. Please send fee with the application.

SPECIFIC ADDRESS REQUEST:

Provide the following information:

- ☐ Fill out and submit a General Permit Application Form
- ☐ Assessor Parcel Number of the site to be addressed: _____ - _____ - _____
* The Assessor Parcel Number is a nine digit number (e.g. 012-356-089) located on your tax bill. If you rent, please obtain this number from the property owner or from the County Assessor's Office.
- ☐ The Assessor Parcel Map page containing the site, reduced to 8 ½" by 11" letter size. On the Assessor Parcel Map show:
- The location of all residences on the parcel (please label each residence with the name of the person(s) residing there and any existing address)
 - The location of all driveways between the residence(s) and the road (label road name)
 - North Arrow

These maps can be purchased at the County Assessor's office in the County Government Center or printed from the county web site. The Assessor's office staff can assist you in determining which maps are needed.

Any other information that would be helpful.

OCCUPANT INFORMATION:

If the site is occupied by residents other than the landowner, please provide their names and addresses:

RESIDENT NAME: _____

MAILING ADDRESS: _____

CITY: _____ **STATE:** _____ **ZIP:** _____

DAYTIME PHONE NUMBER: _____

GENERAL APPLICATION FORM

San Luis Obispo County Department of Planning and Building

APPLICATION TYPE - CHECK ALL THAT APPLY

- ☐ Emergency Permit ☐ Tree Permit ☐ Minor Use Permit
☐ Conditional Use Permit/Development Plan ☐ Plot Plan
☐ Curb, Gutter & Sidewalk Waiver ☐ Other ☐ Site Plan
☐ Surface Mining/Reclamation Plan ☐ Zoning Clearance
☐ Amendment to approved land use permit ☐ Variance
☐ Addressing

Department Use Only
Do Not Mark
(Staff Apply Label Here)

APPLICANT INFORMATION Check box for contact person assigned to this project

Landowner Name: _____ Daytime Phone: _____
Mailing Address: _____ Zip Code: _____
Email Address: _____

Applicant Name: _____ Daytime Phone: _____
Mailing Address: _____ Zip Code: _____
Email Address: _____

Agent Name: _____ Daytime Phone: _____
Mailing Address: _____ Zip Code: _____
Email Address: _____

PROPERTY INFORMATION

Total Size of Site: _____ Assessor Parcel Number(s): _____
Legal Description: _____
Address of the project (if known): _____

Directions to the site (including gate codes) - describe first with name of road providing primary access to the site, then nearest roads, landmarks, etc.:

Describe current uses, existing structures, and other improvements and vegetation on the property:

PROPOSED PROJECT

Describe the proposed project (including sq. ft. of all buildings):

LEGAL DECLARATION

I, the owner of record of this property, have completed this form accurately and declare that all statements here are true. I do hereby grant official representatives of the county authorization to inspect the subject property.

Property owner signature _____ Date _____